

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

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Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
- ☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): International Conservation Caucus Foundation (ICCF)

Travel date(s): August 19, 2019 to August 28, 2019

Name of accompanying family member (if any): NA

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$5,236.19	\$1,585.72	\$197.84	\$729.23
<input checked="" type="checkbox"/> Actual Amount				tips, field visits, park fees, visas

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

- Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Itinerary has full description of meetings and topics discussed. Only change was the evening dinner in Maputo was changed to a reception at the US Ambassador's residence which was attended by embassy staff, foreign diplomats and business and NGO representatives.

9/17/2019 Susan Wheeler Susan Wheeler
(Date) (Printed name of traveler) (Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

9/17/2019
(Date)

W. G. Gaster
(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Susan Wheeler

Employing Office/Committee: US Senator Mike Crapo

Private Sponsor(s) (list all): International Conservation Caucus Foundation (ICCF)

Travel date(s): August 19, 2019 to August 28, 2019

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Johannesburg, South Africa; Maputo, Mozambique; Gorongosa National Park, Mozambique

Explain how this trip is specifically connected to the traveler's official or representational duties:

As the Senator's chief of staff, it is important to learn firsthand how US investments in international conservation and development are being used. This trip focuses on some innovative ways that such investments have been made and are paying dividends in ways that promote conservation efforts abroad and that also make the US safer through stronger foreign economies which result because of the private-public nature of the investments.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

7/18/19
(Date)

Susan Wheeler
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Mike Crapo

Susan Wheeler

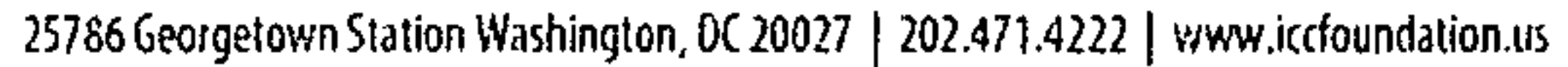
I, Mike Crapo hereby authorize Susan Wheeler
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

7/18/2019
(Date)

Mike Crapo
(Signature of Supervising Senator/Officer)



Thank you for taking the time to learn more about this remarkable part of the world and the efforts that are underway to ensure its conservation for the benefit of local communities and the world at large for this and future generations.

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Attached you will find general background information about the International Conservation Caucus Foundation and a brief working itinerary.

We look forward to having you join us.

Sincerely,

Carolyn Weis
Program Director

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The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

- Private Sponsor Certification - Page 1 of 4

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

N/A

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

ICCF identified the topics of the briefings and speakers for this delegation and organized logistics of lodging and travel.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

ICCF educates policymakers on issues of conservation and good natural resource management.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

ICCF has hosted many congressional trips including attendees from the House and Senate to Brazil, Kenya, Tanzania, South Africa, Botswana, Mozambique, the Galapagos, Costa Rica, etc.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

ICCF organizes educational briefings for Members and staff, as well as roundtable discussions,

workshops and forums on Capitol Hill.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$5643.69	\$1170.00	\$700.00	\$1015.00
<input type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

Specifically in regard to Congressional Participation.

18. Reason for selecting the location of the event or trip

Gorongosa National Park is a prime example of U.S.'s investment in conservation and development.

19. Name and location of hotel or other lodging facility:

Sandton Sun Hotel, Johannesburg; Polana Serena, Maputo; Gorongosa National Park, Mozambique

20. Reason(s) for selecting hotel or other lodging facility:

Safety, proximity to conservation sites, and value.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

All expenses are under the maximum per diem rates except for the helicopter access over ecologically sensitive parts of Gorongosa National Park.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

See Addendum.

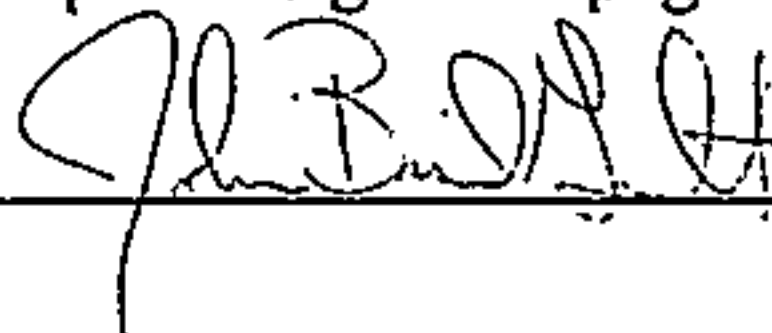
23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

There is no planned additional entertainment.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: _____



Name and Title: John Gantt, President

Name of Organization: International Conservation Caucus Foundation

Address: 1200 Potomac Street NW; Washington, D.C. 20007

Telephone Number: 202-471-4222

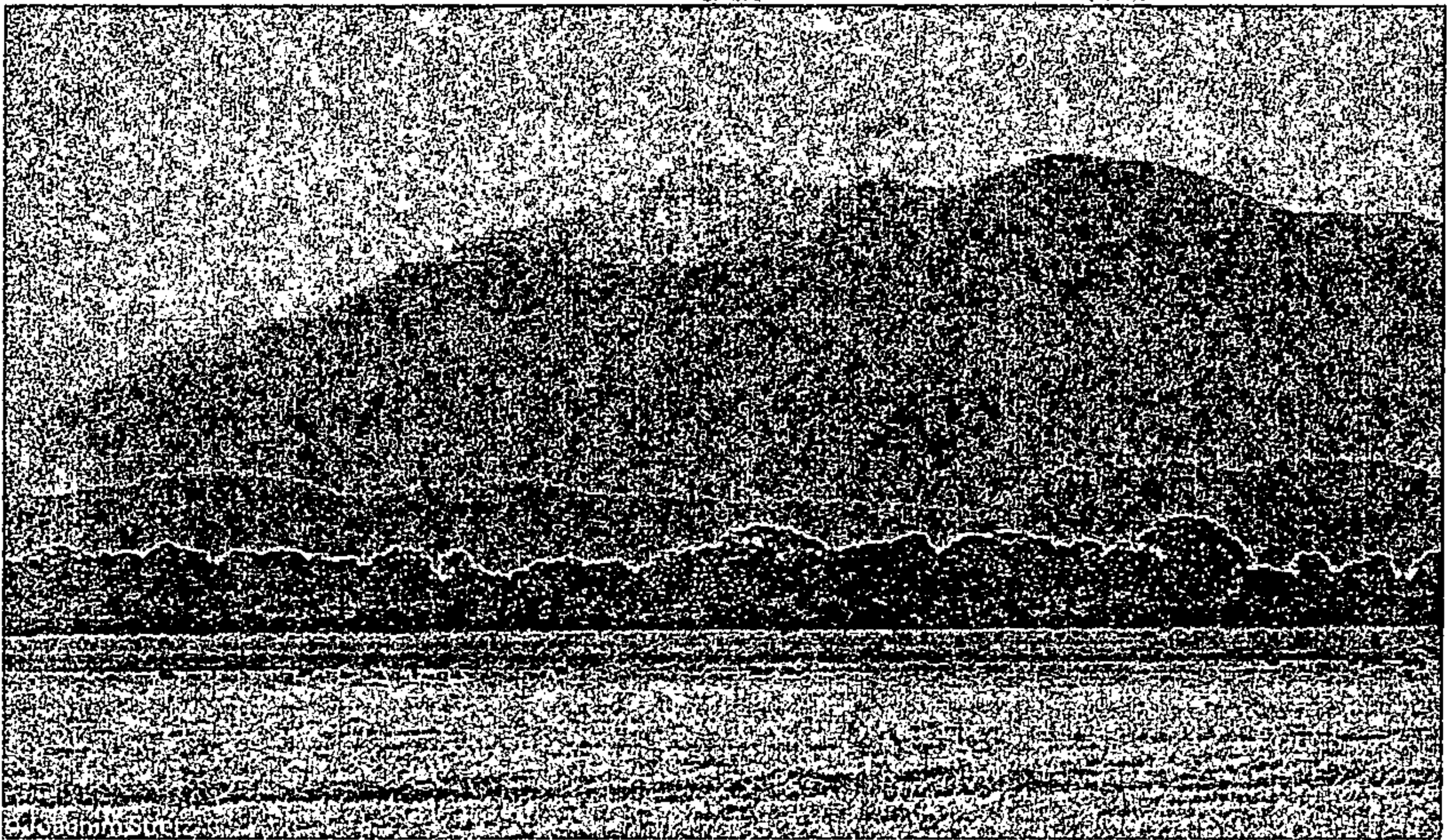
Fax Number: _____

E-mail Address: johngantt@iccfoundation.us, cweis@iccfoundation.us



ICCF

U.S. Congressional Delegation to Mozambique



August 19, 2019 – August 28, 2019

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**U.S. Congressional Delegation to
The Republic of Mozambique
August 19th - August 28th**

Day 1: Monday, August 19th

2:40 pm

Arrive at Washington-Dulles Airport (IAD). ICCF staff will meet the delegation and distribute briefing books.

The purpose of this mission is to familiarize and educate the delegation about the critical role that conservation and sound natural resource management play in poverty alleviation, sustainable economic development, and regional security for Mozambique and other developing countries of the world and subsequent impacts on the U.S. The U.S. is one of the leading funders of conservation projects in Africa through USAID, multilateral programs, and the U.S. Fish & Wildlife Service, and it is important that Members of Congress understand how these funds are being used and what is being accomplished. It is also important that they understand the U.S.'s recent responses to illegal wildlife trafficking, as the U.S. is involved politically, legislatively, and financially in addressing this crisis.

Each member of the delegation will receive a briefing book that will cover general topics on Mozambique (historical summary, current economic & political conditions, education, health/AIDS, and other aspects of U.S./Mozambique relationship) and provide detailed information on conservation work and all site visits planned.

5:45 pm

Depart IAD for Amsterdam, KLM Royal Dutch Airlines (operated by DELTA) Flight 9447

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7:20 am Arrive in Amsterdam.

10:35 am Depart Amsterdam for Johannesburg, South Africa, KLM Royal Dutch Airlines
(operated by DELTA) Flight 9600

9:20 pm Arrives in Johannesburg, South Africa.

10:00 pm Arrive at Sandton Sun Hotel.

Accommodations: Sandton Sun Hotel

Day 3: Wednesday, August 21st

8:30 am Breakfast briefing with ICCF representatives to discuss the parliamentary conservation caucus model, ICCF's caucus network, and plans to build caucuses in additional African countries

10:00 am Embassy meetings in Johannesburg, organized directly by U.S. Embassy. Participants TBC.

12:30 pm Travel to airport for 1:50 pm flight to Maputo, Mozambique

2:50 pm Arrive in Maputo and travel to hotel

6:00 pm Evening and dinner meetings with government officials, including members of Mozambique's parliamentary conservation caucus, the Minister of Fisheries, and the Minister of Environment (TBC)

Accommodations: Polana Serena Hotel

Day 4: Thursday, August 22nd

9:00 am Breakfast, with an overview of ICCF by John Gantt, ICCF President

John Gantt will provide an overview of ICCF, its work, and its relationship with the U.S. Congressional International Conservation Caucus. Members of the delegation will also have the opportunity to discuss and ask questions about meetings the day before.

11:00 am	Travel to airport for charter flight to Gorongosa National Park
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3:00 pm Arrival at Chitengo in Gorongosa National Park

4:00 pm Briefing with park management and overview of Gorongosa National Park

Briefing by park managers on history of Gorongosa National Park and opportunity to discuss and ask any questions about topics in the briefing book. An overview of conservation and development challenges in Mozambique and Gorongosa will be provided, and the relevance to the development of Mozambique will be discussed.

6:30 pm Dinner briefing with park managers on the role of tourism in Gorongosa

Gorongosa park managers will discuss the role of tourism in Mozambique and Gorongosa and its relationship to conservation. They will also discuss the role of ecotourism in Africa in efforts to balance economic development and conservation, and how this relates to U.S. interests.

Accommodations: Gorongosa National Park

Day 5: Friday, August 23rd

7:30 am	Helicopter flight over Gorongosa National Park to assess park progress, with an overview of initiatives within the park, many of which cannot be reached by vehicle
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Gorongosa National Park, in Mozambique, is perhaps Africa's greatest wildlife restoration story: a 20-year Public-Private Partnership between the Government of Mozambique and the Gorongosa Restoration Project, a U.S. non-profit organization. Park managers will highlight various areas and ecosystems within the park and will discuss a range of park initiatives, as well as the model of public/private park restoration and management.

8:30 am Breakfast, with further discussion of topics introduced during the helicopter flight

10:30 am Briefing at the E.O.Wilson Biodiversity Lab with lab staff, and presentations about the scientific programs & research activities of the lab

The Edward O. Wilson Laboratory is a research facility at Gorongosa National Park, an important new hub of scientific and educational activity in Mozambique. It has been created to explore, document, and protect biodiversity of Gorongosa National Park as well as to offer research and training opportunities in biodiversity-related fields for students and conservation leaders in Mozambique. The laboratory is named in honor of one of the world's greatest champions of biodiversity conservation, Dr. Edward O. Wilson, who for years has been the leading synergistic force that allowed

many scientists and conservationists to come together and focus their energy on the restoration projects in Gorongosa.

Goals of the E.O. Wilson Laboratory:

1. Biological Exploration and Monitoring

The E.O. Wilson Laboratory conducts comprehensive surveys of biological diversity of the park in all its ecological zones, habitat types, and most important biological communities. These surveys focus on those groups of multicellular organisms that are of particular importance to the function of the greater Gorongosa ecosystem as well as those that carry the greatest promise of discovery of endemic and new to science species. The results of the surveys and exploratory long-term research projects will create a radical, detailed and dynamic picture of life in Gorongosa, and help guide the national park's restoration efforts.

2. The Synoptic Biodiversity Collection

The Laboratory is home to a permanent synoptic collection of Gorongosa's flora and fauna, the first facility of its kind in any protected area in Africa. The Laboratory will work closely with Mozambique's national institutions towards a comprehensive inventory of biological richness of the country. The Collection will soon include a molecular facility for DNA storage and extraction, intended primarily for processing of genetic material that is prone to rapid deterioration (e.g., scat and other forensic material). The main collection area is climate-controlled, and equipped with modern storage for botanical and zoological specimens; the collection has a comprehensive data management and specimen tracking system, including physical barcoding of specimens.

3. Education of Mozambican conservationists and experts

The Laboratory aims to offer a wide range of educational opportunities to Mozambican students and conservation leaders. These include workshops on biodiversity- and conservation-related topics, participation in day-to-day operations of the Lab and biological surveys organized by the Lab, and being part of a variety of long-term research projects in the Gorongosa National Park.

4. Media and Outreach

A part of the Laboratory is dedicated to media production and distribution to serve our mission of sharing biodiversity knowledge with scientists, students, and the public. The Laboratory will establish links with institutions in the U.S. and elsewhere to allow us to engage students and the public in our research. Through media partnerships with museums and 3rd level institutions the Laboratory will soon bring research scientists and their work into the public eye through a progressive communication strategy.

Gorongosa's biodiversity programs are partially funded by the Global Environment Facility (which receives funding from the U.S. Government).

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6:00 am	Light breakfast
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6:30 am	Visit to coffee project, with briefing on agriculture and its role in conservation and development
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The delegation will travel with park experts to the slopes of Mount Gorongosa to visit the site of coffee crops, which play a critical role in protecting the park's most vital resource—the water that flows from the mountain. Lake Urema and most of the park rivers do not dry up during the long and increasingly hot dry season. They continue to provide habitat and drinking water, because water continues to flow year-round from Mount Gorongosa. Its rainforest acts like a sponge, soaking up rainfall during the wet season and then steadily releasing it during the long dry season. That flow helps maintain the overall water table in the salad bowl. Water from the mountain, then, is the lifeblood of the Gorongosa ecosystem. However, the mountain's hardwood rainforest has been reduced by clear-cutting and the planting of food crops, such as maize. Without the trees, the mountain retains less water and the soil washes away. The maize crops do not fare well for long, and then more forest gets cut down. In order to motivate farmers to stop destruction of the mountain rainforest, the Gorongosa Restoration Project identified an alternative crop that was more valuable than maize and was compatible with the regrowth of the forest: shade-grown coffee.

The Gorongosa Restoration Project has established a nursery on the slope of Mount Gorongosa where coffee plants are grown to provide food and income to the farmers. In addition to coffee plants, hardwood rainforest trees are planted on each hectare that will eventually shade each orchard. In the long run, the Gorongosa Restoration Project hopes to reforest a large section of the mountain while establishing a thriving

11:15 pm Depart Johannesburg, South Africa for Amsterdam. KLM Royal Dutch Airways
(operated by DELTA) Flight 9470

Day 10: Wednesday, August 28th

10:20 am Arrive at Amsterdam International Airport.

1:20 pm Depart Amsterdam for Washington IAD. KLM Royal Dutch Airways (operated by
DELTA) Flight 9384

3:40 pm Arrive at Washington IAD.

Senate Ethics Addendum

5.

Michael Crapo, U.S. Senator

Susan Crapo, Michael Crapo Spouse

Jim Risch, U.S. Senator

Vicki Risch, Jim Risch Spouse

Susan Wheeler, Chief of Staff, Senator Michael Crapo

22. Business class is provided for international flights to and from Johannesburg. Charter is provided direct flight to Gorongosa for time and safety reasons.